

CHARGE OF THE PERFORMANCE MANAGEMENT SYSTEM

Review: November 4-5, 2004

The purpose of the review is to assess compliance of the BTeV Project Management System against the standard as defined in the DOE Manual 413.3-1 sections 12.4 and 12.7.

The objective of the review is to recommend to the DOE Project Director acceptance of the Fermilab BTeV Project Control System in meeting the current DOE Earned Value Management System (EVMS) requirements. The committee should address the following:

1. Is the system software and hardware operating adequately, and have appropriate reports been generated using the system with simulated project data?
2. Is the system adequately documented?
3. Will the system produce timely and accurate reports in a readable and meaningful format?
4. Is the system flexible enough to adapt to changes without extensive modification?
5. Will the system satisfy Fermilab's and DOE's information needs?
6. Are personnel adequately knowledgeable to operate the system and use the information?

The outcome of the review will be a report highlighting comments and recommendations due three weeks after completion of the meeting.

Process

The review will be a two-day review consisting of:

- Presentations by the project;
- Review of the project management control system documentation against the ANSI/EIA-748;
- Interviews of staff that will be inputting data into the EVMS;
- Assessment of the quality of the information that is presented.